

**Mt. San Antonio College**  
**DSP&S Faculty Meeting**  
**June 2, 2014**

**Present:** Barbara Quinn, Tim Engle, Julie Bradley, Christopher Walker, Vicki Greco, Eloise Reyes, Christine Tunstall, Silva Arzunyan, and Jill Wilkerson

**Absent:**

**Agenda**

**Vision:** Julie shared notes she created for Faculty Vision. Faculty discussed the needs behind the vision, and where we should be heading. Need for adjunct counselors is clear; but there were differences of opinion as to additional staff – need for discussion of our priorities is needed. There was support for additional instructional staff. Julie requested we review her document, write down ideas/issues/concerns, and get the information to her. Document is fluid and can change. Faculty decided to include some discussion of this in Planning Day. Need to include section for “what do we want to know?” for data collection planning.

**Planning Day Ideas:**

- Rights & Responsibilities Revision – review and hopefully implement. Tim will send in advance. We also need to plan for how to enforce it. (15 – 30 minutes)
- Student Equity Plan/Vision – We need to look at what areas we want to explore, and what components to build into our program. (60 minutes)

**Student Equity Plan Writing Groups:** Barbara shared the proposed Writing Team Template, with some information in it directly related to DSPTS. Counseling had data – e.g. on probation including levels; however, this wasn’t broken down. We need data, and we need to decide how we want it broken down (Gender, Disability, etc). We also need to consider the implication of some changes (Orientation, BOGG fee waivers, etc).

**Notetakers/Scribes:** Current process has not been effective or appropriate. It has been reported that the college president decided this process will now be paid hourly. Should we do classroom scribes? Use Smart Pens? What about volunteers through PTK, Honors, AS? Could Student Services provide funds for a raffle to reward volunteers? What about using volunteers for many of the requests, and use hires for other situations. **E-mail Julie any classes that you know will have multiple students needing notetakers and we will schedule a scribe before the semester begins.** Also, be aware of this issue as you identify notetakers as an accommodation. We may need to separate “shared notes” vs “notetaker.”

**DSPTS 13:** Currently there are 2 sections and 4 students. **Please refer students** – especially to Eloise’s section.

**E-files:** Server went down and we lost a lot of material. Brian is sending updates to production and Julie will go live this week. We'll get trained in small groups.

**Math/English Support:** Christine discussed course recommendations. Jill shared handouts about Gateway to 1A. Fall is ENGL 68 with Peter Churchill and DSPS 30 will Jill. Those who pass the ENGL 68 course are guaranteed a seat in Peter's ENGL 1A in Spring 2015

**Online Educational Consortium:** Jill reported that schools in California will be offering seats in online classes that will be available to students from other classes (only CID courses and the course must be completely online). Mt SAC is applying to be a teacher school as well as a student school. We'll need to figure out how to provide counseling (online). Student will remain with their "home" school for accommodations, and that school will communicate with the professor. Discussed benefits of universal design. Courses will be made available through the consortium; however, the details of registration have not yet been detailed.

**Appeals/Petition:** Julie reviewed the probation process through an e-mail from Counseling, (and will forward it to us). Barbara shared a petition she received from Admissions and expressed concerns about the process. **We need a process for this.** Petitions regarding the excess of 100 units are also a concern. We are getting them from Counseling if the student checks the box on the form. **We may need a committee for this.**

**Calendars:** Calendars were approved. **Please upload to the S-drive Faculty Calendars 14-15, your folder.** Summer appointments will likely open after Planning Day with first 2 days as drop-in. For Fall, appointments will be held until the end of the first week (all of which will be drop-in).

Next Faculty meeting will be in August – targeting the first Monday.